

Northwest Home Equity Assurance Program
Regular Meeting Minutes
Thursday, January 10, 2019

Present: Ivy Ellis, Executive Director; Commissioners Kerry Murphy, Thomas Simmons, Cindy Rice, Diane Reyes, and Andrea Mitchell

1. Meeting called to order at 6:46 p.m.
2. Approval of agenda: move item 1, loan program, to item 3
3. Zero to low interest program
 - a. Group reviewed the notes from Victoria at the southwest equity/loan program (attached).
 - b. Pilot program: Commissioners discussed the initial outline. Minor edits made to the content; Ivy tracked and will update as discussed for the community presentation.
 - c. There will be no cap on the number of loans offered during the pilot program.
 - d. Com. Murphy motions to vote on moving forward with pilot program as written, with minor edits as discussed. Com. Rice seconds. Unanimous support from Mitchell, Reyes, Simmons.
2. Approval of December minutes. Reyes motion, Simmons seconds. Unanimous support.

COM. RICE DEPARTS THE MEETING. We no longer have quorum, no votes to be taken.

3. Committee reports: nothing to report from the banking committee.
4. ED Report – written report, attached.
5. Old Business – the website will be moved to a new format/hosting on 18 January.
6. Public comment:
 - a. Vern would like to see clear guidelines for the public on how to qualify for both programs. Com. Murphy: The community meeting will address the qualifications, and then we will put all guidelines on the website. We will also offer materials in Spanish and Polish.
 - b. Reminder that commissioners and families cannot participate in either Northwest Home Equity Assurance program.
7. New business: Ivy will be purchasing technology and supplies for the new part-time employee. We will examine whether it is helpful and affordable to rent a multi-page scanner to help digitize the existing paper claims. Ivy is presenting the pilot program to the Jefferson Park Forward community development committee on Monday, 18 January. Ivy to bring all printed materials, Com. Mitchell will arrange for a projector and screen.
8. Adjourn: 7:35 p.m. Com. Murphy moves, Com. Reyes seconds. Unanimous approval.